



## Southern New Hampshire Planning Commission

438 Dubuque Street, Manchester, NH 03102-3546, Telephone (603) 669-4664 Fax (603) 669-4350  
www.snhpc.org

R01-21-A-026

### **SOUTHERN NH PLANNING COMMISSION FY2021 EPA BROWNFIELDS ASSESSMENT GRANT APPLICATION NARRATIVE INFORMATION SHEET**

Enclosed please find the Southern New Hampshire Planning Commission's application for a FY 2021 Community-Wide Assessment Grant for Hazardous Substances under the U.S. Environmental Protection Agency's Brownfields Assessment Grants Program. This grant will support assessment and eligible reuse planning activities of priority brownfields sites in two targeted communities of the Southern New Hampshire Region with the ability to conduct these activities for all 14 communities within our region. The targeted communities include the City of Manchester, New Hampshire and the Town of Derry, New Hampshire.

The Southern New Hampshire Planning Commission received a Community-Wide Assessment Grant in the amount of \$400,000 in 2015, a combined Petroleum and Hazardous Substances Assessment Grant in the amount of \$400,000 in 2009, and \$200,000 for Petroleum sites in 2007. Through these grants, a total of fifteen (15) brownfields sites within the region were successfully investigated. A total of 15 Phase I and 12 Phase II environmental assessments were conducted. Through these assessments, many of the recognized environmental contaminants were either (1) cleared by the New Hampshire Department of Environmental Services, Brownfields Program or EPA from further environmental assessment or (2) required to be removed, mitigated and/or cleaned up. As a result of our 2015 Assessment grant, SNHPC completed six Phase I and five Phase II ESAs in Goffstown and Manchester. At two of these sites, designated the Fletcher Mountain Parcels, following completion ESA, parcels were successfully redeveloped by a local manufacturing company, providing jobs and tax revenue to a previously vacant parcel.

This FY21 grant narrative speaks to three high priority brownfields sites identified in two targeted communities. It will provide up to 3 Phase I and 3 Phase II environmental assessments in compliance with all appropriate ASTM requirements. The grant will also fund up to 3 Phase III remediation plans and provide opportunities for community involvement in planning for future reuse. In addition to site access on two of the three sites, local government is currently engaged in revitalization planning activities for all three high priority sites. A private developer and the City of Manchester have both provided a \$25k match to \$200k in funding from NH Department of Transportation to bring about neighborhood scale investment to the Manchester target area. In Derry, the local government is actively engaged in zoning reforms to capitalize on the Opportunity Zone designation while also exploring the potential future use of their identified high priority site for either new private commercial or public service use to improve the health, economic condition, and quality of life of area residents.

The overall implementation of this grant will be guided by an existing Brownfields Advisory Committee made up of community stakeholders, community organizations, community and economic development professionals, environmental planners and engineers, municipal officials, including local health professionals as well as officials of the New Hampshire Department of Environmental Services, Brownfields Program and Region 1 EPA Brownfields staff. As the region's metropolitan planning organization, the Southern New Hampshire Planning Commission has a sound record in brownfields assessment and environmental protection that aligns with EPA's goal to support environmental protection, public health and sustainable development.



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### NARRATIVE INFORMATION:

- A. Applicant Identification:** Southern New Hampshire Planning Commission,  
438 Dubuque Street, Manchester, NH 03102
- B. Applicant DUNS Number:** 040232563
- C. Funding Request:**
- i. **Assessment Grant Type:** Community-wide
  - ii. **Federal Funds Requested:** \$300,000 / No waiver of Site-specific Assessment Request
  - iii. **Contamination:** Hazardous and Petroleum Substances
- D. Location:** The following two municipalities are the focus of this grant: Town of Derry, New Hampshire in Rockingham county, and the City of Manchester, New Hampshire in Hillsborough county. The request covers all Southern New Hampshire Regional Planning Commission Member Communities. In Hillsborough and Rockingham Counties of NH.
- E. Property Location:** No Site-Specific Properties Included in this Proposal, Not Applicable.
- F. Contacts:**
- i. Project Director: James Vayo, AICP, Project Manager, Southern New Hampshire Planning Commission, 438 Dubuque Street, NH 03102. Telephone: (603) 669-4664; fax (603) 669-4350; and email: [jvayo@snhpc.org](mailto:jvayo@snhpc.org).
  - ii. Chief Executive: Sylvia von Aulock, Executive Director, Southern New Hampshire Planning Commission, (address above). Telephone: (603) 669-4664; fax (603) 669-4350; and email: [SvonAulock@snhpc.org](mailto:SvonAulock@snhpc.org).
  - iii. Regional Planner: Cameron Prolman, Regional Planner, Southern New Hampshire Planning Commission, 438 Dubuque Street, NH 03102. Telephone: (603) 669-4664; fax (603) 669-4350; and email: [cprolman@snhpc.org](mailto:cprolman@snhpc.org).
- G. Date Submitted:** October 28, 2020
- H. Project Period:** July 2021 through August 2024
- I. Population:**
- i. The U.S. Census 2018 population estimates report that the Southern New Hampshire Planning Commission Region jurisdiction has a total population of 274,980.
  - ii. 2018 Population estimates for the two targeted communities in this grant is 146,192.
- J. Other Factors Checklist:** The priority site(s) is adjacent to a body of water: **Page 2**;  
30% or more of the overall project budget will be spent on eligible reuse planning activities for priority brownfield site(s) within the target area: **Page 9**

Thank you for your consideration of the Planning Commission's application. Please contact me or James Vayo of Commission staff, with any questions or comments.

Sincerely,

Sylvia von Aulock, Executive Director



## Southern New Hampshire Planning Commission

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**Narrative Information Sheet Attachment i:  
Letter from the state or tribal environmental authority**



The State of New Hampshire  
**DEPARTMENT OF ENVIRONMENTAL SERVICES**



**Robert R. Scott, Commissioner**

EMAIL ONLY

October 16, 2020

Sylvia von Aulock, Executive Director  
Southern New Hampshire Planning Commission  
438 Dubuque Street  
Manchester, NH 03102

**Subject: Southern New Hampshire Planning Commission  
FY21 Proposal for EPA Brownfields Community-Wide Assessment Grant  
State Letter of Acknowledgement and Support**

Dear Ms. von Aulock:

The New Hampshire Department of Environmental Services (NHDES) hereby acknowledges and expresses our support for Southern New Hampshire Planning Commission's (SNHPC) proposal for an EPA Brownfields Community-Wide Assessment Grant. Should your proposal be successful, NHDES will commit to providing a liaison to provide technical support. This assistance can include serving as a non-voting member of your advisory committee, helping vet proposed sites, and reviewing the various technical documents prepared pursuant to the grant.

While we cannot commit to providing specific funding for future work at sites addressed under this grant, NHDES anticipates making available cleanup grants pursuant to a grant competition in 2022.

We look forward to continuing our working relationship with SNHPC. Please contact me should you have any questions.

Sincerely,

Michael McCluskey, P.E.  
Brownfields Program  
Hazardous Waste Remediation Bureau  
Tel: (603) 271-2183  
Fax: (603) 271-2181  
E-mail: [Michael.G.McCluskey@des.nh.gov](mailto:Michael.G.McCluskey@des.nh.gov)

cc: Cameron Prolman, Regional Planner, SNHPC  
Dorrie Paar, EPA New England – Region 1  
Karlee Kenison, P.G., Administrator, NHDES-HWRB  
Amy Doherty, P.G., State Sites Supervisor, NHDES-HWRB

[www.des.nh.gov](http://www.des.nh.gov)

PO Box 95, 29 Hazen Drive, Concord, NH 03302-0095  
Telephone: (603) 271-2908 Fax: (603) 271-2181 TDD Access: Relay NH 1-800-735-2964



# Southern New Hampshire Planning Commission

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## **Southern New Hampshire Planning Commission FY2021 EPA Brownfields Assessment Grant Application**

### **NARRATIVE**

## 1) Project Area Description and Plans for Revitalization

### a) Target Area and Brownfields

i) *Background and Description of Target Area:* Southern New Hampshire Planning Commission (SNHPC) is a political subdivision of the State of New Hampshire which provides regional planning services to 14 municipalities across 3 counties in Southern New Hampshire. The Commission's region includes NH's largest City and employment center (Manchester, pop. 111,660) and Largest town (Derry, pop. 33,510). Both municipalities contain census tracts federally designated as Opportunity Zones (OZ) in their downtowns. The OZs, along with the census tract immediately south of each OZ constitute the target area for this grant request.

Downtown Manchester, and Derry have an extensive industrial heritage dating back to the establishment of the Amoskeag Manufacturing Company in 1810. Both communities were tied together by the movement of goods via the Manchester-Lawrence Rail Line. Over the 19<sup>th</sup> century, industrial production sustained economic growth and vitality along the rail line that resulted in significant wealth creation for these two communities. By the 1920's industry started to fall into decline, culminating in the bankruptcy of Amoskeag Manufacturing Company in 1935 and significant decline of rail service in the 60's and 70's and its ultimate abandonment.

In the years that followed, a strong period of commercial growth resulted in unprecedented economic expansion for the greater region, nearly tripling of the region's population since 1945. While the region as a whole experienced growth, the industrial areas of Manchester and Derry, especially along the rail line, fell into disrepair. Today, these areas suffer from a legacy of dirty industrial activity and have an ongoing condition of disinvestment due to their brownfields, contributing to local disparities in poverty, health, and life expectancy for community members.

ii) *Description of Priority Brownfields Sites:* The SNHPC region has at least eighty brownfield sites, of which the cleanup and redevelopment of two priority sites in downtown Manchester and one priority site in Derry Village have been identified as the priority for enabling the breakdown of existing disparities in wealth, health, and quality of life.

**Pro Works Collision Center**, at 52 Elm Street in Manchester New Hampshire, has been considered declassified since 4/22/09. The property owner is Thiebeault Corporation and the site has been a hazardous waste generator since 1991. In 1991, the property owner of the site was still Thiebeault Corporation, and the name of the site was Upworth Limited, Inc. DBA Choice Auto Body. Choice Auto Body's owner received their first notification from the EPA on 11/29/91 listing the autobody shop as a small quantity generator of more than 11kgs/220 lbs per month of paint waste related material and waste petroleum. Throughout the years, there have been multiple hazardous waste manifests being kept on record for all the auto body's auto-waste and there have been no reported spills. The building has been demolished, and the site is partially vacant and partially paved parking. This site is located proximate to the former Manchester – Lawrence Rail Line. It is also located within the City of Manchester's Transit-Oriented Development Plan study area, as discussed later in the narrative. The site is situated near retail as well as residential units and could be used to bring in additional residential or commercial development to further support existing transit investments.

**Jac Pac Facility**, a 4.3-acre site in Manchester, NH, is currently vacant with no above-ground structures. The site was most recently part of the Jac Pac and Tyson Foods as a meat processing and frozen food storage facility. The majority of the former Jac Pac facility has been redeveloped as the Elliott Hospital at River's Edge. Overall historical use of the property since 1933 was primarily meat processing and rendering and a slaughterhouse. The Site is part of NHDES listed site number 199904017. Most of the overall site has been investigated and remediated as part of prior Brownfields and redevelopment. However, the portion of the Site

identified as Parcel 493-3 has not been thoroughly investigated. Two monitoring wells (MW-104 and MW-105) were installed as part of prior investigation activities to obtain site-wide groundwater data. Due to the overall historical nature of the site and surrounding area as manufacturing and commercial uses and minimal environmental data collected to date, additional investigation may be warranted to fully characterize environmental conditions and facilitate site development. This site is located approximately 1,200 feet southwest of the Pro Works Collision Center site, is located proximate to the former Manchester – Lawrence Rail Line and abuts the Merrimack River. It is also located within the City of Manchester’s Transit-Oriented Development Plan study area, as discussed later in the narrative.

109 Rockingham Road located in Derry, NH is currently called **Watts Auto Salvage UNC**. Interests at this location are the auto salvage yards and the underground storage tank program. The site obtained an UST permit on 09/30/1991 after receiving a notification for 2 USTs on 04/15/1986. The report from April 15, 1986, reported the 2 tanks were 18 and 25 years old and that they were permanently out of use after being empty for the past ten years. The two tanks were estimated to have a capacity of 1,000 gallons and used galvanized steel for piping and painted external protection. On 4/22/1993, a UST closure report stated that on 5/28/1992, the two tanks were removed by an environmental service which has excavated, pumped, cleaned and disposed of the two 1,000-gallon UST oil tanks. A letter from NHDES dated May 6, 1993 stated that the tanks were not closed in accordance with state requirements. The letter indicated that a report describing the site must be submitted to DES within thirty days, that would include characterization information on the soil and/or groundwater in the excavation area of the removed tank(s). There are no follow-up records available indicating this has been completed.

#### **b) Revitalization of the Target Area**

i). *Redevelopment Strategy and Alignment with Revitalization Plans:* SNHPC will work closely with property owners and other community members to ensure sites transition from assessment to reuse planning, cleanup, and redevelopment. Site selection and assessment will strategically focus on supporting future economic development and increasing housing availability within and adjacent to Opportunity Zones within the SNHPC Region. The priority sites selected for this grant align with the objectives of the new Master Plans for both the City of Manchester and Derry.

The Manchester Master Plan will be completed within the duration of this Brownfields Grant and will provide a strategy for mixed-use redevelopment with a focus on revitalizing Manchester’s Downtown, specifically within the Opportunity Zone. Additionally, SNHPC, working with the City of Manchester, recently completed a Transit Oriented Development Plan (TOD), encompassing both priority sites in Manchester. The TOD Plan (available at [CoUrb.Co/Manchester](http://CoUrb.Co/Manchester)) provides guidance on how to best utilize these sites for full development-potential, connecting future commercial and residential development with local and regional transit service; providing a key connection to economic development and job growth in Downtown Manchester. Within this area, the **Pro Works Collision Center** site provides the opportunity to revitalize a largely open, unused space for mixed commercial and residential use, providing jobs and housing for one of the State’s most income and health burdened areas. The **Jac Pac Facility**, abutting the Manchester Opportunity Zone, sits along the Merrimack River and is a remnant site from the Elliot at Rivers Edge brownfields development. Renovating the City Owned **Jac Pac** remnant site would increase economic activity in the area and provide housing and recreation space for Manchester residents along the River.

The Derry Master Plan has recently undergone an update, and provides a vision for economic development, with a goal to make Derry “Open for Business” and creating more employment



opportunities within the town. The **Watts Auto Salvage** site, abutting Derry's Opportunity Zone, provides a unique opportunity to leverage investment from the Opportunity Zone to increase economic development; providing prospects for job growth in a community where 17% have an annual income below \$20,000 a year. The site currently is listed for sale, and the listing includes a conceptual design for commercial use. The Town of Derry has also considered purchase of the building in the last year to build a new facility on the site. The availability of assessment funds during the due diligence process would help aid the redevelopment of this site for either a new private commercial or public service use to improve the health, economic condition, and quality of life of area residents.

ii) *Outcomes and Benefits of Redevelopment Strategy:* Assessment and Redevelopment Planning of the **Pro Works Collision Center** and nearby **Jac Pac Facility Site** is an important next step in ensuring new residential and commercial development can take place in the Manchester target area. While Downtown Manchester has seen recent redevelopment, the target area continues to suffer from lack of investment and with aging housing stock with a prevalence of Lead Paint. Revitalization of this target area in line with the TOD plan will provide additional housing supply and increased access to nearby high-quality job opportunities for the existing neighborhood residents, especially for people living in the Bakersville Housing project. Additionally, revitalization of the **Jac Pac Facility** will enhance the livability of the target area by adding value to the area and reconnecting residents to the riverfront. By leveraging both EDA Loans, NH DOT Planning Funds, Municipal funding match and capitalizing on private investment in the Opportunity Zone, the **Jac Pac Facility** and the **Pro Works Collision Center** sites will boost the economy through development of new housing, commercial and job growth, and recreational opportunities for one of Manchester's most underserved populations.

An EPA Brownfields grant will help with early stages of due diligence planning through assessment of the **Watts Auto Salvage site**. The town of Derry seeks assistance of brownfields funds in order to restore the environment, and introduce critical improvements to health and safety services which will improve police and fire response times in Derry's target area, including the Opportunity Zone, through the envisioned construction of a new Emergency Services facility at the **Watts Auto Salvage site**.

### c) Strategy for Leveraging Resources

i) *Resources Needed for Site Reuse:* All priority sites may be able to leverage Brownfield Clean-Up Grant funding from the New Hampshire Department of Environmental Services (NHDES's) Brownfields Revolving Loan Fund. New Hampshire's regional development corporations also offer financing opportunities. SNHPC's regional partners, the Regional Economic Development Center and Capital Region Development Council, will finance projects consistent with their missions and operate their own brownfield revolving loan funds. Our priority sites are in a new Economic Development District pending EDA confirmation, making them eligible for funding from the U.S. Economic Development Administration. Derry can apply for Community Development Block Grant (CDBG) funds from the Community Development Finance Authority (CDFA) while Manchester is a designated entitlement community, meaning it receives annual funding directly from HUD for eligible programs. The two census tracts that include downtown Manchester and Derry are federal Opportunity Zones. The Opportunity Zone program seeks to promote private investment in distressed communities and is expected to target real estate projects similar to the redevelopment of the Lake Avenue hotel site in Manchester. SNHPC will seek guidance on the programming of CDFA funds and mezzanine funding opportunities from NH Business Finance Authority.



Target area census tracts in both Manchester and Derry are designated as Economic Revitalization Zones, both municipalities have enabled other mechanisms, such as RSA 79-E tax credits and Tax Increment Financing investments, to support qualified infrastructure and private investment opportunities. Additionally, pedestrian and streetscape improvements can be funded through the NH Department of Transportation (NHDOT) Transportation Alternatives or Congestion Mitigation and Air Quality programs. Investments resulting from the Manchester Transit-Oriented Development planning effort can be funded through the Federal Transit Administration via a variety of allowable programs including Small/New Starts and Joint Development programs.

ii) *Use of Existing Infrastructure:* Our priority brownfield sites will build on existing infrastructure, in particular transportation networks, power, and water and sewer facilities. The Derry high priority site has frontage on NH route 28, which makes it easily accessible and increases the opportunity for reuse. SNHPC can work with NHDOT to program funds for transportation improvements or for future transportation infrastructure needed to support redevelopment. The existing priority brownfield sites are surrounded by more intensely developed areas. As a result of utilizing Brownfields funds, new redevelopment will be able to connect to the existing infrastructure, providing more opportunities for investment in the communities.

## 2) Community Need and Community Engagement

### a) **Community Need**

i) *Community Need for Funding:* Median household incomes in Manchester and Derry, especially their respective target areas, are significantly below the state median, and poverty, child poverty, and unemployment rates are higher. New Hampshire relies exclusively on property taxes to fund state and local government and schools. In 2018 (last publicly available data), 66.49% of the City of Manchester's governmental funds revenues were derived from property taxes, auto registrations, and franchise fees<sup>1</sup> (these categories are not differentiated), indicating just how critically important the tax revenue is to the City's operations. Abandoned or underused brownfield properties depress property values, and their owners have frequently stopped paying property taxes, sapping the community's ability to pay for the necessary assessments or planning activities. With vacant spaces throughout Manchester's Downtown, revitalizing spaces like the **Jac Pac Facility** and the **Pro Works Collision Center** could substantially increase the current assessed value. With limited staff who are constantly dealing with meeting the needs of its residents and the needs of a growing opiate crisis, the City of Manchester as well as the Town of Derry rely on external technical assistance to conduct property assessment and reuse planning. Additionally, with less than 15% of our annual operating budget coming from member communities and 1% from the state, SNHPC must also leverage grants and funding to fulfill its mission. Without EPA assistance, SNHPC would not have the resources to continue the work on the Region's high priority sites.

### ii) *Threats to Sensitive Populations*

(1) *Health and Welfare of Sensitive Populations:* Per the Health Needs Assessment, 32% of Manchester's housing stock has a high potential lead-risk. The lead risk is symptomatic of the aged housing stock. Lack of new housing, stagnant wages and other factors are contributing to a housing crisis where there is less than 1% vacancy. Housing is unaffordable for many residents, resulting in young families with pregnant women or children being more likely to live in substandard housing. Between 2013 and 2017, 40% of households in Manchester reported

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<sup>1</sup> City of Manchester's Comprehensive Annual Financial Report, Year Ending June 30, 2018.

spending more than 30% of their income on housing costs, which poses a serious risk of insecurity to youth and elderly. Abandoned or underused brownfield properties have historically been known to contain lead-based paints and other hazardous building materials that could contribute to these health effects. Promoting redevelopment of these sites through the Brownfields program could not only potentially reduce that exposure, but also provide additional housing which could lower overall risk by reducing density and promoting an overall improvement to public health.

(2) *Greater Than Normal Incidence of Disease and Adverse Health Conditions:* The incidence of disease and adverse health conditions is higher than normal in SNHPC's service area and is exacerbated by the frequency of brownfields properties. In Derry, 27.8% of residents over 65 have chronic kidney disease which can be linked to harmful metals as a result of polluted properties. In Manchester, chronic lower respiratory diseases are one of the leading causes of death for all ages, which can be linked to over-exposure to harmful chemicals which can be found on many contaminated sites in SNHPC's Region. Chemical exposure can be by direct contact with contaminated soil (e.g., trespassers touching surficial soil or tracking soil home on their shoes), or via inhalation of contaminated dust particles generated from wind or traffic. The latter scenario can carry contaminated particles well outside the site boundaries and lead to potential impacts within the community. Environmental site characterization and eventual clean-up of the three target sites would reduce the exposure to potentially contaminated surficial soil.

(3) *Economically Impoverished/Disproportionately Impacted Populations:* Manchester's center city neighborhoods, which include target area and high priority sites, have experienced extremely high (40%+) poverty rates since 1990. According to the City's Health Assessment, the number of Manchester neighborhoods with high or extreme poverty rates has more than quadrupled since 1990. Over time, Manchester's lack of investment in new housing stock, transit options, and economic development have handicapped the target area's ability to offer competitive opportunity to its residents. Adding more commercial and residential in the Manchester sites through the help of the EPA Brownfields Grant funds will provide the necessary support for additional transit options and pedestrian infrastructure, which will benefit disproportionately impacted populations.

#### **b) Community Engagement**

i) *Community Involvement:* SNHPC will utilize the longstanding Brownfields Advisory Committee (BAC) to extend outreach efforts. The BAC will guide site selection and prioritization if funds outside the target area are available. The Granite State Organizing Project, and the Manchester Public Health department both have strong connections to vulnerable communities and have agreed to assist with outreach and content in their areas of practice. SNHPC will also request guidance on cleanup planning, funding, and development from municipal department directors, local developers, and private businesses. SNHPC will leverage the TOD planning efforts to solicit participation from target area residents as well as the Derry Chamber of Commerce.

#### **List of Project Partners**

| <b>Partner Name</b>                         | <b>Point of Contact</b>   | <b>Specific Role in the Project</b>                       |
|---|---|---|
| City of Manchester<br>Community Development | Leon LaFreniere, Director<br><a href="mailto:LLAFRENI@manchesternh.gov">LLAFRENI@manchesternh.gov</a> | MHT Target Area Expertise<br>and Priority Site Access     |
| City of Manchester,<br>Health Department    | Anna Thomas, Director<br><a href="mailto:ATHOMAS@manchesternh.gov">ATHOMAS@manchesternh.gov</a>       | Target Area Public Health<br>Expert and Resource Guidance |

Southern New Hampshire Planning Commission (SNHPC)  
 Proposal for FY21 Community-Wide Brownfields Assessment Grant

|  |  |   |
|--|--|---|
| Environmental Protection Agency, Region 1 Office | Chris Lombard<br><a href="mailto:lombard.chris@epa.gov">lombard.chris@epa.gov</a>                    | Brownfields Grant Program Oversight and Guidance                |
| NH Department of Environmental Services          | Michael McCluskey<br><a href="mailto:Michael.McCluskey@des.nh.gov">Michael.McCluskey@des.nh.gov</a>  | NH Environmental Regulations, Program Activity Guidance         |
| Capital Region (MHT Area) Dev. Council           | Stephen Heavener<br><a href="mailto:sheavener@crdc-nh.com">sheavener@crdc-nh.com</a>                 | Leverage RLF Loan Program, Local Business Outreach              |
| Regional Economic Dev. Corporation (Derry Area)  | Laurel Adams<br><a href="mailto:laurel@redc.com">laurel@redc.com</a>                                 | Leverage RLF Loan Program, Local Area Business Outreach         |
| City of Manchester, Economic Dev. Division       | Position Temporarily Empty<br><a href="mailto:econdev@manchesternh.gov">econdev@manchesternh.gov</a> | Leverage City Incentives, Tax Programs, Business Outreach       |
| Town of Derry, Economic Development Department   | Beverly Donovan<br><a href="mailto:beverlydonovan@derrynh.org">beverlydonovan@derrynh.org</a>        | Leverage City Incentives, Tax Programs, Target Area Expert      |
| Community Stakeholder, Business Leader           | Marc Flattes<br><a href="mailto:marcflattes@redc.com">marcflattes@redc.com</a>                       | Derry Target Area Knowledge, Public Involvement Expertise       |
| Town of Derry Public Works Department            | Craig Durette<br><a href="mailto:craigdurrett@derrynh.org">craigdurrett@derrynh.org</a>              | Derry Priority Site Expertise, Priority Site Scout, Site Access |

ii) *Incorporating Community Input:* SNHPC has a talented staff with the resources to effectively connect with residents and stakeholders throughout the region and across all media platforms. Our initial outreach will leverage the Manchester TOD process to continue public involvement as planning activities continue into assessment, cleanup, and revitalization of the target area. Outreach in Derry will leverage municipal planning activities around development of a new public services looking to utilize **109 Rockingham Road**. Derry outreach will also include outreach from local business organizations to prioritize sites directly within the Opportunity Zone designated areas of Derry Village. SNHPC will utilize local traditional print and social media platforms and local online media outlets such as Manchester InkLink, Derry News, and the Union Leader to advertise meetings, events, and updates to the public. During the current COVID-19 pandemic, SNHPC recognizes the importance of social distancing and has the capabilities to host virtual public meetings to continue to connect with the community members, while following necessary state and federal guidance.

### 3) **Task Descriptions, Cost Estimates, and Measuring Progress**

#### a) **Description of Tasks and Activities**

**Task 1: Program Oversight:** Contractor Procurement (July–September 2021): SNHPC recently closed-out their 2015 Brownfields Assessment Program and will utilize SNHPC’s Project Manager, Regional Planner, and Assistant Planner to begin implementation of the FY2021 grant upon notice of award. The existing BAC dating back to 2004 will include new members from Derry and Manchester to focus on target areas. We will select a QEP by the end of fall 2021. To do so, SNHPC will issue a request for qualifications (RFQ) using a competitive bid process in accordance with our procurement policies and consistent with Uniform Guidance at 2 CFR 200.317 through 200.326. We will interview the top-scoring firms and select the one that shows strong familiarity with the region and the ability to advance goals.

Inventory & Site Selection Process (October–December 2021): Six high-priority sites have been assessed under SNHPC’s most recent Brownfields Assessment Grant. Several additional priority sites have been assessed since 2004. We will likely give highest priority to sites within the target area as well as previously assessed sites that require cleanup planning. New assessments will

likely focus on the target areas, but high-priority projects throughout the region will be considered. Inventory updates will be sought at public meetings; in interviews with state and municipal officials, property owners, and stakeholders; by reviewing local and state databases; and by conducting windshield surveys. We will distribute site nomination forms at the public quarterly BAC meetings. We will select projects that can address key community needs and goals such as economic development and water quality protection.

Obtaining and Securing Site Access (January–June 2022): SNHPC has used its site access agreement throughout the most recent grant program. New assessments will begin within three months of funding after conducting outreach and education to the owners of privately held sites and to municipalities. A second round of assessments will begin during the spring of 2022. If site access cannot be obtained, we will move to the next site as prioritized by the BAC.

Cooperative Agreement Oversight (ongoing): Program oversight includes SNHPC's management of the program, the QEP's performance of ACRES updates, and our joint roles in quarterly reporting. We will develop a timeline showing task expectations, outputs, and staffing. We will share it with the EPA project officer, BAC, and QEP to communicate the project vision.

**Task 2: Community Outreach and Engagement (ongoing):** We will hold four publicly noticed community meetings (two per target municipality) to announce the availability of assessment grants, explain the program, and request comments and site nominations. Communications will target audiences in the following ways. *Elderly:* individual interviews, focus groups, print editions of education materials, Manchester Senior Center collaboration. *Young Professionals:* social media, website, electronic newsletters. *Homeless/low-income households:* Outreach through strategic partner networks such as the Workforce Housing Coalition, individual interviews, focus groups, public meetings, print materials. *Environmental and Community Development Organizations, Historic Preservationists:* informational workshops, online resources, partner network outreach. *Municipal Representatives and Government Leaders:* board meetings, online newsletter. *Residents:* public meetings, online resources, social media, neighbor consultations, abutter notification for site-specific public hearings. *Businesses and Property Owners:* workshops, public meetings, individual interviews, and online resources.

**Task 3: Phase I and II Environmental Site Assessments (ongoing):** We will conduct Phase I ESAs for each selected site according to ASTM International standard 1527-13 and EPA's "All Appropriate Inquiry" standards. If we find "recognized environmental conditions" (RECs), our QEP will assess the environmental conditions and determine the nature and extent of contamination. We will prepare a quality assurance project plan (QAPP) for EPA before moving to Phase II. The scope of each Phase II investigation will be based on individual site conditions to determine whether hazardous material impacts exist, and if so, to what extent.

**Task 4: Cleanup, Reuse, and Area-wide Planning (ongoing):** The QEP will prepare an Analysis of Brownfields Cleanup Alternatives (ABCA) and a Remedial Action Plan (RAP) for each site found in the Phase II ESA to exceed New Hampshire risk-based cleanup guidelines. The ABCA will include a remedial alternative evaluation and ranking based on proposed reuse options. reuse/redevelopment plans will be prepared along with the RAPs to ensure that sites are brought to the point of redevelopment and will include site reuse and land use assessments and market evaluations. Public meetings will be key to learning the community's vision for site redevelopment.

#### **Task/Activity Lead**

**Task 1: Program Oversight:** SNHPC staff will oversee the program including QEP selection and cooperative agreement oversight. The QEP will assist in site selection and prioritization,

inventory updates, and program reporting. We continue to discuss assessment priorities with target area communities to ensure we address the highest priority sites first. SNHPC and the QEP will work with the BAC to review and update the inventory for the target area and the entire region. With the QEP's assistance, SNHPC will obtain access agreements.

**Task 2: Community Outreach and Engagement:** SNHPC will implement all community outreach and organize and facilitate all BAC meetings with assistance from the QEP. We will also prepare outreach materials related to the Brownfields assessment program to distribute at meetings, workshops, conferences, and other venues.

**Task 3: Phase I and II Environmental Site Assessments:** The QEP will conduct Phase I and II ESAs and will prepare the QAPP and, if required, an ABCA or RAP for each Phase II site. SNHPC will work with target communities and the BAC to select sites and will organize and facilitate public meetings associated with the site assessments.

**Task 4: Cleanup, Reuse, and Area-wide Planning:** The QEP will prepare an ABCA or RAP for each Phase II site when required. SNHPC and QEP will jointly lead all public outreach, community visioning, land use assessments, and market evaluations for reuse plans.

#### b) Cost Estimates and Outputs

**Cost Estimates** The following budget represents a request of \$300,000 in mixed hazardous substances and petroleum funds. SNHPC staff time (personnel costs) is based on average hourly rates of rate of \$36 for our project manager, \$30 for our regional planner, and \$24 for the associate planner. Our fringe benefits are 20.99% of personnel costs. The QEP hourly rate is \$100 for all tasks. Indirect costs are 4.75% of the total requested funds for eligible expenses per 2 CFR 200.414 including accounting and overhead. SNHPC expects that grant funds will be exhausted well within the three-year requirement.

| <b>Budget Categories</b><br>(Hazardous and Petroleum Substances) |                 | <b>Task 1<br/>Oversight</b> | <b>Task 2<br/>Outreach</b> | <b>Task 3<br/>Assessments</b> | <b>Task 4<br/>Planning</b> | <b>Total</b>     |
|--|-----------------|-----------------------------|----------------------------|-------------------------------|----------------------------|------------------|
| Direct Costs   | Personnel       | \$4,100                     | \$4,100                    | \$1,600                       | \$5,050                    | \$14,850         |
|  | Fringe Benefits | \$861                       | \$861                      | \$336                         | \$1,060                    | \$3,117          |
|  | Travel          | \$0                         | \$135                      | \$78                          | \$0                        | \$213            |
|  | Equipment       | \$0                         | \$0                        | \$0                           | \$0                        | \$0              |
|  | Supplies        | \$0                         | \$120                      | \$0                           | \$123                      | \$243            |
|  | Contractual     | \$9,327                     | \$9,072                    | \$169,436                     | \$79,429                   | \$267,327        |
|  | Other           | \$0                         | \$0                        | \$0                           | \$0                        | \$0              |
| <b>Total Direct Costs</b>  |                 | <b>\$14,288</b>             | <b>\$14,288</b>            | <b>\$171,450</b>              | <b>\$85,725</b>            | <b>\$285,750</b> |
| <b>Indirect Costs</b>  |                 | <b>\$712</b>                | <b>\$712</b>               | <b>\$8,550</b>                | <b>\$4,275</b>             | <b>\$14,250</b>  |
| <b>Total Budget</b>  |                 | <b>\$15,000</b>             | <b>\$15,000</b>            | <b>\$180,000</b>              | <b>\$90,000</b>            | <b>\$300,000</b> |

**Task 1-Program Oversight:** [5%] *Personnel:* SNHPC project manager 35 hours@ \$36/hr=\$1,260; SNHPC regional planner 94.66 hours@\$30/hr=\$2,840; *Contractual:* QEP 93.27 hours@\$100/hr=\$9,327.

**Task 2-Community Outreach and Engagement:** [5%] *Personnel:* SNHPC regional planner 42 hours@\$30/hr=\$1,260; SNHPC associate planner (outreach) 118.33 hours@\$24/hr=\$2,840; *Travel:* 234.7 miles at \$0.575=\$135 for meeting attendance; *Supplies:* \$120 for document production supplies (copies, toner, postage); *Contractual:* QEP 90.72 hours@\$100/hr=\$9,072.

**Task 3: Phase I and II Environmental Site Assessments:** [60%] *Personnel:* SNHPC regional planner 53.33 hours@ \$30/hr=\$1,600; *Travel:* 135.6 miles at \$0.575=\$78 *Contractual:* Estimated QEP cost of \$169,436 to conduct three (3) Phase I assessment at \$6,000 each and \$50,478.66 for each of three (3) Phase II ESAs (including QAPP).

**Task 4: Cleanup, Reuse, and Area-wide Planning:** [30%] *Personnel:* SNHPC project manager 35 hours@ \$36/hr=\$1,260; SNHPC regional planner 80 hours@ \$30/hr=\$2,400 and associate planner 57.92 hours@ \$24/hr=\$1,390; *Supplies:* \$123 for document production supplies (copies, toner, postage); *Contractual:* Estimated QEP costs of \$79,492 to conduct three ABCA/RAPs at \$12,000 each, a cleanup plan and redevelopment visioning for Former Jac Pac Site at \$14,500, a cleanup plan and redevelopment visioning at 109 Rockingham Road at \$14,500, and open house outreach event and market analysis for 53 Elm Street/TOD study area at \$14,429.

**Outputs** The expected immediate outputs of this program are complete assessment and planned cleanup of priority sites to facilitate redevelopment and investment. Task-based outputs include: Oversight: A RFQ and contract with a QEP; ACRES updates and quarterly and MBE/WBE reports; an updated Brownfields inventory with updated SNHPC's GIS database; and appropriate document retention. Outreach: BAC presentation materials and minutes; up-to-date, interesting, and accessible outreach materials for distribution at meetings, workshops, conferences, public meetings, on the SNHPC website and social media, and in press releases and newsletters. ESAs: 3 Phase I ESAs, 3 SSQAPP, and 3 Phase II ESAs; an approved Generic QAPP. Planning: ABCA/RAPs, NHDES letters of consent, presentation materials and meeting minutes from reuse planning meetings, and community input documentation.

**c) Measuring Environmental Results** Our quarterly reports to EPA are updated in EPA's ACRES database to track, measure, and evaluate our progress in achieving short- and long-term outcomes. Upon award, we will prepare the required Cooperative Agreement Work Plan with EPA to specify the project schedule and budget. We will identify stages, tasks, benchmarks, and milestones to be tracked and measured during implementation. Connecting the outputs to our work plan will link the results of the grant funding to EPA's strategic plan and demonstrate to Congress the results of the Brownfields grant program. We will also integrate results into our performance-based planning initiative, which includes environmental sustainability measures.

We will measure task-based progress and success toward project outputs and outcomes in these ways. Oversight: meet all expected reporting requirements; efficient and effective partnering with community-based organizations, including QEP, NHDES, and EPA staff; ensure activities match program goals and objectives. State, regional, and local stakeholders will use the SNHPC brownfields inventory in short- and long-term planning efforts. Outreach: generate a diverse, well-informed audience on brownfields issues and on the SNHPC Brownfields Program goals and objectives. ESAs: ESAs will provide reuse opportunities for brownfields sites and guidance for redevelopment needs and considerations. Planning: knowledge of site-specific opportunity for redevelopment by stakeholders; government officials; and community members.

Long-range outcomes will include the return of economic vitality to affected sites and neighborhoods. They will be measured by the amount of private investment leveraged by the grant, the number of jobs created, the number of affordable housing units provided, increases in the property tax base, and the square footage of underused building space returned to productive use. Programmatic outputs will include Phase I ESAs, Phase II investigations, and remedial action and reuse plans at the high-priority sites. NHDES will issue a consent letter upon approval of the remedial actions at a site.

#### **4) Programmatic Capability and Past Performance**

##### **a) Programmatic Capability**

- i) *Organizational Structure:* SNHPC has been the recipient of Federal and State Grants including the successful management, execution, and compliance of Brownfields funds. SNHPC currently manages over \$2 million annually in local, state and federal funds, including grants from the NH Department of Transportation, the Federal Transit Administration, the NH Office of Energy and Planning, the NH Department of Environmental Services, and the NH Office of Emergency Management. SNHPC's Brownfield Assessment Program will be managed by Project Manager James Vayo. James has 10+ years of experience in planning and government. Cam Prolman, Regional Planner would implement day to day responsibilities of the grant activity. Executive Director Sylvia von Aulock oversees all SNHPC staff and activities and has direct experience Brownfield grant management. Deputy Executive Director Nathan Miller works closely with Financial Administrator Yutian Zhang to oversee and comply with all required financial reporting. SNHPC has had no adverse audit findings of their past Brownfield grants.
- ii) *Acquiring Additional Resources:* Since 2007, SNHPC has managed an EPA-funded Brownfields Assessment Program totaling \$1,000,000. Our formal procurement and payment systems are managed by the executive director, deputy executive director, and financial administrator. SNHPC also has a strong history of procuring technical, professional, and creative services, including engineering, legal, research, marketing, and planning services, through competitive bids. The QEP for this project will be hired through a prescribed RFQ selection process in accordance with federal and state procurement requirements.

##### **b) Past Performance and Accomplishments**

###### *i) Previously Received EPA Brownfields Grant:*

(1) *Accomplishments* – SNHPC received its first \$200,000 EPA Brownfields Community-Wide Assessment Grant for Petroleum in 2007. A total of \$183,004.59 was expended before closing out in September 2010. As a result, SNHPC accomplished assessment of: **River's Edge II** – complete Phase I & II, underground tanks were removed. Site redeveloped into Elliot at Rivers Edge Hospital. **Granite Landing Property**, complete Phase I & II, removal of underground tanks. As a result of our 2015 Assessment grant, SNHPC completed six Phase I and five Phase II ESAs in Goffstown and Manchester. At two of these sites, designated the **Fletcher Mountain Parcels**, following completion ESA, parcels were successfully redeveloped by a local manufacturing company, providing jobs and tax revenue to a previously vacant parcel.

(a) *Compliance with Grant Requirements* - In 2009, SNHPC received a \$400,000 EPA Brownfields Community-Wide Assessment Grant for both Petroleum and Hazardous Substance sites. This grant was successfully closed in September 2012. A total of \$399,973.57 in EPA Brownfields Grant Funds were expended, leaving a balance of only \$26.43 remaining in unspent EPA Brownfields Grant Funds. Under our third grant, a total of \$306,099.62 were expended, leaving a balance of \$93,900 due to lack of petroleum eligible sites during this program cycle.

The 2015 grant was awarded a one-year extension where SNHPC and the QEP conducted outreach to municipalities and other stakeholders helping to update the site inventory to support future grant activities. In each grant, we have consistently followed our Cooperative Grant Agreement terms and conditions as well as our Work Plan commitments, financial status reports, and submitted our Quarterly Reports on time. The grant was successfully closed out in December, 2019.



**Attachment i**

**Threshold Criteria for Assessment Grant Application**

**Applicant Eligibility**

The Southern New Hampshire Planning Commission (SNHPC) qualifies as an eligible applicant as a “Government Entity Created by State Legislature” and as a “Regional Council or group of General Purpose Units of Local Government” as provided in Section III.A. of the FY21 Guidelines for Brownfields Assessment Grants. SNHPC is one of nine New Hampshire regional planning commissions established in 1969 by the State Legislature under New Hampshire State Statute, RSA 36:45-55 (see **Attachment ii**).

**Attachment ii.**

**Documentation of Applicant Eligibility**

**Appendix A: RSA 36:45**

**CHAPTER 36**  
**REGIONAL PLANNING COMMISSIONS**

**36:45 Purposes.** – The purpose of this subdivision shall be to enable municipalities and counties to join in the formation of regional planning commissions whose duty it shall be to prepare a coordinated plan for the development of a region, taking into account present and future needs with a view toward encouraging the most appropriate use of land, such as for agriculture, forestry, industry, commerce, and housing; the facilitation of transportation and communication; the proper and economic location of public utilities and services; the development of adequate recreational areas; the promotion of good civic design; and the wise and efficient expenditure of public funds. The aforesaid plan shall be made in order to promote the health, safety, morals and general welfare of the region and its inhabitants. To promote these purposes the office of energy and planning shall delineate planning regions for the state so that each municipality of the state will fall within a delineated region and shall have the opportunity of forming or joining the regional planning commission for that planning region. In determining these regions the office shall consider such factors as community of interest and homogeneity, existing metropolitan and regional planning agencies, patterns of communication and transportation, geographic features and natural boundaries, extent of urban development, relevancy of the region for provision of governmental services and functions and its use for administering state and federal programs, the existence of physical, social and economic problems of a regional character, and other related characteristics. To accommodate changing conditions, the office may adjust the boundaries of the planning regions, after consultation with the respective regional planning commissions.

**Source.** 1969, 324:1, eff. Aug. 29, 1969. 2000, 200:2, eff. July 29, 2000. 2003, 319:9, eff. July 1, 2003. 2004, 257:44, eff. July 1, 2004.

**36:46 Formation of Regional Planning Commissions. –**

I. If no regional planning commission exists in any specific planning region as delineated by the office of energy and planning, then 2 or more municipalities in said planning region and having planning boards may, by ordinance or resolution adopted by the respective legislative bodies of said municipalities, form a regional planning commission.

II. If a regional planning commission already exists in any specific planning region as delineated by the office of energy and planning, then any municipality in said planning region and having a planning board may, by ordinance or resolution adopted by the respective legislative body of said municipality, become a member of the regional planning commission. A regional planning commission may also include municipalities located in an adjacent state.

III. Each municipality which shall become a member of a regional planning commission shall be entitled to 2 representatives on said commission. A municipality with a population of over 10,000 but less than 25,000 shall be entitled to have 3 representatives on said commission and a municipality with a population of over 25,000 shall be entitled to have 4 representatives on said commission. Population as set forth in this section shall be deemed to be determined by the last federal census. Representatives to a regional planning commission shall be nominated by the planning board of each municipality from the residents thereof and shall be appointed by the municipal officers of each municipality. Representatives may be elected or appointed officials of the municipality or county. In any county or counties in which a regional planning commission has been formed, the county may, by resolution of its county commissioners, become a member of said regional planning commission and shall be entitled to appoint 2 representatives on said

Southern New Hampshire Planning Commission (SNHPC)  
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commission. The terms of office of members of a regional planning commission shall be for 4 years, but initial appointments shall be for 2 and 4 years. In municipalities entitled to 3 or more representatives, initial appointment shall be for 2, 3 and 4 years. Vacancies shall be filled for the remainder of the unexpired term in the same manner as original appointments. Municipalities and counties may also appoint alternate representatives. A representative to a regional planning commission shall, when acting within the scope of his official duties and authority, be deemed to be acting as an agent of both the regional planning commission and of the municipality or county which he represents. In addition, regional planning commissions are encouraged to consult, at their discretion, with agencies and institutions operating within the region whose activities influence planning and development in that region.

**Source.** 1969, 324:1. 1991, 72:4, eff. July 12, 1991. 2000, 200:3, eff. July 29, 2000. 2003, 319:9, eff. July 1, 2003. 2004, 257:44, eff. July 1, 2004.

**36:47 General Powers and Duties. –**

I. A regional planning commission's powers shall be advisory, and shall generally pertain to the development of the region within its jurisdiction as a whole. Nothing in this subdivision shall be deemed to reduce or limit any of the powers, duties or obligations of planning boards in individual municipalities. The area of jurisdiction of a regional planning commission shall include the areas of the respective municipalities within the delineated planning region. It shall be the duty of a regional planning commission to prepare a comprehensive master plan for the development of the region within its jurisdiction, including the commission's recommendations, among other things, for the use of land within the region; for the general location, extent, type of use, and character of highways, major streets, intersections, parking lots, railroads, aircraft landing areas, waterways and bridges, and other means of transportation, communication, and other purposes; for the development, extent, and general location of parks, playgrounds, shore front developments, parkways, and other public reservations and recreation areas; for the location, type, and character of public buildings, schools, community centers, and other public property; and for the improvement, redevelopment, rehabilitation, or conservation of residential, business, industrial and other areas; including the development of programs for the modernization and coordination of buildings, housing, zoning and subdivision regulations of municipalities and their enforcement on a coordinated and unified basis. A regional planning commission may authorize its employees or consultants to render assistance on local planning problems to any municipality or county which is not a member of said regional planning commission. The cost of such assistance shall be paid entirely by the municipality or county to which the service is rendered or partly by said municipality or county and partly by any gift, grant, or contribution which may be available for such work or by combination thereof. Said commission shall keep a strict account of the cost of such assistance and shall provide such municipality or county with an itemized statement.

II. For the purpose of assisting municipalities in complying with RSA 674:2, III(1), each regional planning commission shall compile a regional housing needs assessment, which shall include an assessment of the regional need for housing for persons and families of all levels of income. The regional housing needs assessment shall be updated every 5 years and made available to all municipalities in the planning region.

III. In preparing a comprehensive plan for the development of the region within its jurisdiction, each regional planning commission may use the framework for the state's comprehensive development plan in RSA 9-A:1, III as the basis for its plan. Such plan shall be updated every 5 years or sooner if desired by the regional planning commission. Prior to its adoption, the plan shall be distributed to every library, planning board, and board of selectmen/aldermen/city council in each of the communities within the region, and to the office of energy and planning. The regional planning commission shall address in writing all comments

Southern New Hampshire Planning Commission (SNHPC)  
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received prior to the publication of a final draft. A public hearing shall be held by the regional planning commission with 30 days' notice published in all newspapers of general circulation in the region, and shall state where the document can be viewed, the time and place of the public hearing, and shall allow for written comments. For each regional plan, the office of energy and planning shall offer comments as to its consistency with the state plan. The first regional development plans affected by this statute shall be adopted within 5 years of the effective date of this paragraph and renewed at least every 5 years thereafter.

IV. Regional planning commissions shall make a good faith effort to inform and respond to their local communities regarding the purposes and progress of their work in developing the regional development plan.

**Source.** 1969, 324:1. 1988, 270:2, eff. July 1, 1988. 2002, 178:6, eff. July 14, 2002; 229:8, eff. July 1, 2002. 2003, 319:9, eff. July 1, 2003. 2004, 257:44, eff. July 1, 2004.

**36:48 Organization, Officers, and Bylaws.** – A regional planning commission shall elect annually from among its members a chairman, vice-chairman, and such other officers as it deems necessary. Meetings shall be held at the call of the chairman and at such other time as the commission may determine. A commission shall keep minutes of its proceedings and such minutes shall be filed in the office of the commission and shall be a public record. A commission may adopt such bylaws as it deems necessary to the conduct of its business.

**Source.** 1969, 324:1, eff. Aug. 29, 1969.

**36:49 Finances.** – A regional planning commission shall determine on a reasonable and equitable basis the proportion of its costs to be borne respectively by each municipality or county which is a member of said commission. A commission may accept and receive in furtherance of its functions, funds, grants, and services from the federal government or its agencies, from departments, agencies and instrumentalities of state, municipal or local government or from private and civic sources. Such funds may be used in conjunction with other funds from federal or state governments or from gifts, grants or contributions available for such work. Municipalities or counties are hereby authorized to appropriate funds to the use of a regional planning commission and to furnish a regional planning commission legal or other services which it may deem reasonable. Failure upon the part of any municipality or county to pay its proportionate annual share of the cost as determined by a regional planning commission shall constitute a termination of such municipality's or county's vote in the commission's affairs until such annual share is paid. Municipalities or counties are hereby authorized to enter into contracts with a regional planning commission for the furnishing of funds or services in connection with the preparation of a comprehensive regional master plan and any special planning work to be done by a regional planning commission for any member municipality or county. Within the amounts appropriated to it or placed at its disposal by gift, grant, or contribution, a regional planning commission may engage employees, contract with professional consultants, rent offices, and obtain such other goods, or services and incur short-term operating debt, not to exceed a term of one year and/or a line of credit secured by the assets of the commission, as are necessary to it in the carrying out of its proper function. Member municipalities and counties shall not be liable for any debt or line of credit incurred by a regional planning commission. Any private gifts or funds when received shall be deemed a contribution to the regional planning commission for a public purpose within the meaning of any federal or state laws relative to tax exemptions.

**Source.** 1969, 324:1, eff. Aug. 29, 1969. 2000, 200:4, eff. July 29, 2000.



Southern New Hampshire Planning Commission (SNHPC)  
Proposal for FY21 Community-Wide Brownfields Assessment Grant

**36:50 Relationship To Local Planning Boards.** – A regional planning commission may assist the planning board of any municipality within the delineated region to carry out any regional plan or plans developed by said commission. A regional planning commission may also render assistance on local planning problems. A regional planning commission may make recommendations on the basis of its plans and studies to any planning board, to the legislative body of any city and to the selectmen of any town within its region, to the county commissioners of the county or counties in which said region is located and to any state or federal authorities. Upon completion of a comprehensive master plan for the region or any portion of said comprehensive master plan, a regional planning commission may file certified copies of said comprehensive master plan or portion thereof with the planning board of any member municipality. Such planning boards may adopt all or any part of such comprehensive master plan which pertains to the areas within its jurisdiction as its own master plan, subject to the requirements of RSA 674:1-4.

**Source.** 1969, 324:1, eff. Aug. 29, 1969. 2000, 200:5, eff. July 29, 2000.

**36:51, 36:52 Repealed.** – [Repealed 2000, 200:8, eff. July 29, 2000.]

**36:53 Additional Powers and Duties of Regional Planning Commissions.** – In order to implement any of the provisions of a regional plan, which has been adopted or is in preparation, a regional planning commission may, in addition to its powers and duties under RSA 36:47 undertake studies and make specific recommendations on economic, industrial and commercial development within the region and carry out, with the cooperation of municipalities and/or counties within the region, economic development programs for the full development, improvement, protection and preservation of the region's physical and human resources.

**Source.** 1969, 324:1, eff. Aug. 29, 1969.

**36:54 Purpose.** – The purpose of this subdivision is to:

- I. Provide timely notice to potentially affected municipalities concerning proposed developments which are likely to have impacts beyond the boundaries of a single municipality.
- II. Provide opportunities for the regional planning commission and the potentially affected municipalities to furnish timely input to the municipality having jurisdiction.
- III. Encourage the municipality having jurisdiction to consider the interests of other potentially affected municipalities.

**Source.** 1991, 300:1, eff. Jan. 1, 1992.

**36:55 Definition.** – In this subdivision "development of regional impact" means any proposal before a local land use board which in the determination of such local land use board could reasonably be expected to impact on a neighboring municipality, because of factors such as, but not limited to, the following:

- I. Relative size or number of dwelling units as compared with existing stock.
- II. Proximity to the borders of a neighboring community.
- III. Transportation networks.
- IV. Anticipated emissions such as light, noise, smoke, odors, or particles.
- V. Proximity to aquifers or surface waters which transcend municipal boundaries.
- VI. Shared facilities such as schools and solid waste disposal facilities.

**Source.** 1991, 300:1, eff. Jan. 1, 1992.



## Southern New Hampshire Planning Commission

438 Dubuque Street, Manchester, NH 03102-3546, Telephone (603) 669-4664 Fax (603) 669-4350  
www.snhpc.org

### **SOUTHERN NH PLANNING COMMISSION FY2021 EPA BROWNFIELDS ASSESSMENT GRANT APPLICATION**

#### **Attachment iii. DESCRIPTION OF COMMUNITY INVOLVEMENT**

**The Southern New Hampshire Planning Commission's proven systematic approach to public outreach and involvement is described below:**

- Hold two (2) public workshops (one per target municipality) during the site identification process to inform communities of the program, teach individuals how to nominate sites, and address any public concerns. SNHPC understands the limits of public gathering due to the COVID-19 pandemic. SNHPC has the capacity to conduct virtual meetings, following both New Hampshire and Federal guidelines.
- Meet directly with municipal staff of Target Communities in order to discuss the Brownfields Program, better understand sites located in the community, strategize on how the Brownfields Program can facilitate both economic development and environmental protection, and discuss prioritization of sites.
- Solicit additional site nominations from municipal officials throughout the region.
- Hold two (2) public meetings (one per target municipality) during the Phase II Assessment process for each of the sites near the completion of the Phase II Investigation to inform the public and other stakeholders of the findings of work conducted to date, to make the public aware of identified contamination and risks associated with the contamination, to define the additional activities remaining on each project, and to discuss the redevelopment if a developer is on board.
- Utilize SNHPC and local municipalities social media platforms, local news outlets such as Manchester InkLink, Union Leader, and Derry News for both online and print media outreach.
- Engage area developers to provide program progress updates and present the communitywide inventory to stimulate redevelopment interest in sites.
- Post legal notices in the Manchester Union Leader newspaper and SNHPC website.
- Convey project progress conveyed through the SNHPC website, press releases, and reports to SNHPC Commissioners and participating municipalities.
- Post information on municipal websites and have reports available for review by residents in order to indicate receipt of funds, solicit public comment on our proposed work plan, notify stakeholders of the meeting/forums, and make public other important events.

Southern New Hampshire Planning Commission (SNHPC)  
Proposal for FY21 Community-Wide Brownfields Assessment Grant

**Attachment iv.**  
**Documentation of Available Balance**

Southern New Hampshire Planning Commission (SNHPC) does not have an active EPA Brownfields Assessment Grant.



## Application for Federal Assistance SF-424

\* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

\* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

10/28/2020

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

Choose State...

### 8. APPLICANT INFORMATION:

\* a. Legal Name:

Southern New Hampshire Planning Commission

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

\* c. Organizational DUNS:

0402325630000

### d. Address:

\* Street1:

438 Dubuque St

Street2:

\* City:

Manchester

County/Parish:

Choose State...

\* State:

NH: New Hampshire

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

03102-3546

### e. Organizational Unit:

Department Name:

Division Name:

### f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

\* First Name:

Cameron

Middle Name:

\* Last Name:

Prolman

Suffix:

Title:

Regional Planner

Organizational Affiliation:

Southern New Hampshire Planning Commission

\* Telephone Number:

6036694664

Fax Number:

6036694350

\* Email:

cprolman@snhpc.org

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

E: Regional Organization

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

Environmental Protection Agency

### 11. Catalog of Federal Domestic Assistance Number:

66.818

CFDA Title:

Brownfields Assessment and Cleanup Cooperative Agreements

### \* 12. Funding Opportunity Number:

EPA-OLEM-OBLR-20-06

\* Title:

FY21 GUIDELINES FOR BROWNFIELD ASSESSMENT GRANTS

### 13. Competition Identification Number:

Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

Application for US EPA Brownfield Assessment Grant FY21 for the Southern New Hampshire Planning Commission Region

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**\* a. Applicant \* b. Program/Project 

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**\* a. Start Date: \* b. End Date: **18. Estimated Funding (\$):**

|                     |   |
|---------------------|---|
| * a. Federal        | <input type="text" value="300,000.00"/> |
| * b. Applicant      | <input type="text" value="0.00"/>       |
| * c. State          | <input type="text" value="0.00"/>       |
| * d. Local          | <input type="text" value="0.00"/>       |
| * e. Other          | <input type="text" value="0.00"/>       |
| * f. Program Income | <input type="text" value="0.00"/>       |
| * g. TOTAL          | <input type="text" value="300,000.00"/> |

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title: \* Telephone Number:  Fax Number: \* Email: \* Signature of Authorized Representative:  \* Date Signed: